



CYNTHIA A. HARDING, M.P.H.
Interim Director

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September 12, 2014

TO: Each Supervisor

FROM: Cynthia A. Harding, M.P.H.
Interim Director

SUBJECT: **NOTIFICATION OF THE USE OF DELEGATED AUTHORITY TO EXECUTE MASTER AGREEMENT WORK ORDER NUMBER PH-001415 – W2 WITH PARTNERS IN DIVERSITY, INC. FOR THE PROVISION OF TEMPORARY PERSONNEL SERVICES**

This is to notify you that I am exercising the delegated authority approved by your Board on July 29, 2014 to execute a Master Agreement Work Order (MAWO) for the provision of temporary personnel services for the Department of Public Health's (DPH) Division of Chronic Disease and Injury Prevention to support the Network for a Healthy California – Local Health Department Program (Network-LHD), effective October 1, 2014 through September 30, 2015 at a total maximum obligation estimated not to exceed \$2,131,000, contingent upon the availability of United States Department of Agriculture (USDA) funding awarded by the California Department of Public Health (CDPH), and subject to review and approval by County Counsel, and notification to your Board and the Chief Executive Office.

Under this authority, I will execute MAWO Number PH-001415- W2 with Partners in Diversity, Inc. (PID) in the amount of \$2,097,940, effective October 1, 2014 through September 30, 2015; 100 percent offset by USDA/CDPH Network-LHD funds. PID requested and met the criteria to qualify as a Local Small Business Enterprise Bidder and was therefore granted the preference in the evaluation of its price.

This MAWO will provide 23 temporary personnel who are needed to ensure that DPH is able to meet all USDA/CDPH grant timelines and deliverables so that future grant funds are not jeopardized. The positions will provide leadership, coordination, program management, data collection and evaluation, general administrative support, and other specialized programmatic services that are of a professional, technical, and/or temporary nature that will contribute to DPH's efforts to improve nutrition and prevent obesity in Los Angeles County. In July 2014, DPH submitted allocation requests to DPH Human Resources for 21 of the 23 positions.

Each Supervisor
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County Counsel has reviewed and approved the MAWO as to form and this delegated authority action.

If you have any questions or require additional information, please let me know.

CAH:er
DA#2873

c: Chief Executive Officer
Acting County Counsel
Executive Officer, Board of Supervisors